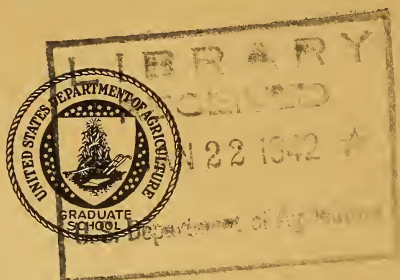


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Fill out blank on page 5 of folder and return to the Graduate School. (To conserve telephone resources, please do not use telephones for this purpose.)

LIST OF COURSES

For further information, write for Bulletin of Courses. Use blank on page 5 of this folder. Please do not telephone.

These courses represent a wide range of opportunities because they represent the varied needs of federal employees both as employees with special interests and as individuals with general interests; hence, courses for the technician and layman, the specialist and generalist, the administrator and the clerk—courses narrow enough to impart methods and procedures and also courses broad enough to impart understanding and breadth in point of view.

Explanation

(c) after a course title means "continuation of the fall semester".

Hours and days of class meeting are shown in abbreviation (e.g., W-F 5-7 means that the class meets from 5 to 7 p.m. on Wednesdays and Fridays beginning during the first week in February).

BIOLOGICAL SCIENCES

Fundamentals of Gardening—William R. Beattie. Tu. 7:30-9:30. \$12.

Systematic Botany (c)—Dr. S. F. Blake. M.-W. 5-6. \$12.

Principles of Plant Ecology (c)—Dr. C. H. Muller. W.-F. 5-6. \$12.

Seminar in Plant Ecology—Dr. C. H. Muller. F. 6-7. \$7.

PHYSICAL SCIENCES

ASTRONOMY

Practical Astronomy (c)—A. Hughlett Mason. Tu. 5-7. \$12.

CHEMISTRY

General Inorganic Chemistry (c)—Dr. E. P. Clark. M. 5-7. \$12.

Introduction to Organic Chemistry (c)—Dr. E. P. Clark. Th. 5-7. \$12.

Physical Chemistry (c)—Dr. Walter J. Hamer. Tu. 5-7. \$12.

Advanced Organic Chemistry (c)—C. Verne Bowen. Tu. 5-7. \$14.

Physiological Chemistry (c)—Dr. Herbert O. Calvery. W. 5-7. \$14.

Quantitative Micro-Organic Analysis—Dr. E. P. Clark. W. 5-6. \$6.

Electrochemistry—Dr. Walter J. Hamer. Th. 5-7. \$12.

GEOGRAPHY AND GEOLOGY

Physiography of the United States—Dr. C. F. Stewart Sharpe. Tu. 5-7. \$12.

Microscopical Petrography—Dr. Earl Ingerson. F. at 5. \$15.

METALLURGY

Advanced Physical Metallurgy—Dr. Blake M. Loring. Tu. 7:15-9:15. \$14.

METEOROLOGY

Synoptic Weather Map Analysis (c)—Benarthur C. Haynes. Tu. 5-7. \$16.

Forecasting Analysis—Benarthur C. Haynes. Th. 5-7. \$14.

Climatology—Dr. C. Warren Thornthwaite and David I. Blumensstock. Tu. 5-7. \$12.

PHYSICS

Analytical Mechanics (c)—Dr. Richard K. Cook. Tu. 5-7. \$14.

SOIL SCIENCE

Man and Soil Through the Ages—Dr. Hellmut de Terra.

Soils: Their Morphology, Genesis, and Classification—Dr. Charles E. Kellogg. Tu.-Th. 5-6:30. \$21.

Soils and Planning—Seminar—Dr. Charles E. Kellogg. F. 5-6. \$7.

MATHEMATICS AND STATISTICS

MATHEMATICS

- Trigonometry and Analytic Geometry**—Harry J. Winslow. Tu.-Th. 5-6:45. \$18.
Calculus (c)—Dr. C. Winston. M.-W. 5-7. \$18.
Coordinate Geometry and Vectors—Dr. S. B. Littauer. Tu. 7-9. \$14.
Analytical Mechanics (c)—Dr. Richard K. Cook. Tu. 5-7. \$14.

STATISTICS

- Seminar in Statistics**—Dr. W. Edwards Deming (hours to be arranged). No fee.
Graphic Methods for Presenting Statistical Data—R. G. Hainsworth. W. 5-7. \$12.
Introduction to Statistical Analysis (non-mathematical)—Dr. Benjamin Tepping. Tu. 5-7. \$12.
Introduction to Statistical Analysis (mathematical)—R. L. Funkhouser. M. 5-7. \$12.
Introduction to Statistical Analysis (c) (non-mathematical)—Dr. Richard O. Lang. Th. 7-9. \$12.
Introduction to Statistical Analysis (c) (mathematical)—Sidney Wilcox. Tu.-Th. 5-6. \$12.
Machine Calculation—Donald W. Geesa. M. 5-7. \$9.
Statistical Applications of Tabulating Equipment—Milton Kaufman. W. 7-9. \$9.
Advanced Applications of Tabulating Equipment—Milton Kaufman. F. 7-9. \$9.
Correlation Analysis—C. M. Purves. W.-F. 5-6. \$14.
Agricultural Statistics (c)—Dr. F. M. Wadley. F. 4:30-6:30. \$14.
The Interpretation of Statistical Calculations (c)—Alexander Sturges. M. 5-7. \$14.
Population Statistics—Dr. Philip M. Hauser. Tu. 7-9. \$14.
Least Squares—Dr. W. Edwards Deming. Th. 7-10. \$21.
Theory of Sample Surveys (c)—Dr. William G. Madow and William Hurwitz. W. 7-9. \$14.
Multivariate Analysis (c)—M. A. Girshick. M. 5-7. \$14.
Theory and Application of the Characteristic Function (c)—Dr. Solomon Kullback. F. 7:30-9:30. \$14.
Modern Statistical Theories (c)—Dr. Joseph F. Daly. Tu. 8-10. \$14.

ECONOMICS AND SOCIAL SCIENCES

ECONOMICS

- Principles of Economics (c)**—Dr. F. L. Thomsen. Tu.-Th. 5-6:30. \$18.
***Economic Theory (c)**—Dr. Howard S. Piquet. Th. 7:50-10:20. Audit \$24, Credit \$30.
History of Economic Thought (c)—Dr. Max J. Wasserman. M.-W. 5-6:30. \$21.
Seminar in Land Economics Research—Dr. V. Webster Johnson. Tu. 5-7. \$14.
Wage and Hour Regulation—Dr. David Ziskind. W. 7:30-10. \$21.
The Individual Worker and the Law—Dr. David Ziskind. M. 7:30-10. \$21.
Economic Defense and Warfare—Dr. Max J. Wasserman. Tu.-Th. 5-6:30. \$21.
***Agricultural Economics**—Dr. O. C. Stine. M. 7:50-10:20. Audit \$24, Credit \$30.
***Contemporary Economic Thought (c)**—Dr. Howard S. Piquet. Th. 5:15-7:45. Audit \$24, Credit \$30.
Economics of Consumption—Dr. Michael T. Wermel. M.-W. 5:30-7. \$21.
Economics of Imperfect Competition (c)—Dr. Michael T. Wermel. M.-W. 7:30-9. \$21.
Economic Problems of the Postwar World—International Problems—Robert B. Schwenger and Dr. Montell Ogdon. Tu.-Th. 5-6:30. \$21.

Agricultural Price Analysis—Dr. F. L. Thomsen. M.-W. 5-6:30. \$21.

HISTORY

United States in the Twentieth Century—Dr. W. M. Gewehr. Tu. 5-7. \$12.

POLITICAL SCIENCE

Politics and Culture of the Far East—Dr. W. M. Gewehr. Th. 5-7. \$12.

La America Latina y los Estados Unidos (c)—Philip Leonard Green. Lectures in Spanish. M. 5-7 beginning Feb. 9. \$14.

SOCIOLOGY

Seminar in Community Organization—Dr. Douglas Ensminger. M. at 5. \$21.

Rural Social Psychology—Dr. Carl C. Taylor. M. 5-7. \$14.

Rural Social Problems—Dr. Olaf F. Larson. M. 5-7. \$12.

PUBLIC ADMINISTRATION

Introduction to Public Administration—Erwin C. Hannum. W.-F. 5-6:30. \$18.

Public Administration and the Department of Agriculture—Leon O. Wolcott. Tu. 5-7. \$12.

Agriculture and Public Law—Philip M. Glick. W. 5-7. \$14.

Advanced Supervision—Henry H. Farquhar. F. 5-7. \$14.

PERSONNEL ADMINISTRATION

Position Classification—Dr. O. Glenn Stahl. W. 5-7. \$14.

Advanced Position Classification—James L. Buckley. M. 5-7. \$14.

Selection and Placement—Samuel S. Board. W. 5-8. \$21.

FINANCIAL ADMINISTRATION

Budgetary and Financial Administration: Budget Execution—W. A. Jump and other specialists. Th. 5-7. \$14.

Governmental Purchasing—Samuel A. Snyder and Dr. J. B. Westcott. W. 5-7. \$14.

ACCOUNTING

Principles of Accounting—William H. Rowe, Dr. Oswald Nielsen, John F. McShea, Dr. V. W. Bennett, and G. Y. Jarvis. Tu.-Th. 5-6; laboratory Th. 6-8. \$18.

Principles of Accounting (c)—Two sections M.-W. 5:30-6:30, laboratory M. 6:30-8:30; Tu.-Th. 5-6, laboratory Tu. 6-8. \$18.

Second Year Accounting (c)—Dr. Oswald Nielsen. F. 5-8. \$18.

Governmental Accounting—H. F. Shambarger and other specialists. W. 5-8. \$21.

Auditing—John J. Bachmann. M. 5-7. \$14.

Accounting in the Field of Legal Problems (c)—Dr. Mark S. Massel. Th. 5-7. \$14.

Mathematics of Finance—William H. Rowe. Tu.-Th. 5-6:30. \$21.

LANGUAGE AIDS

ENGLISH

Composition and Rhetoric—Dr. Susan E. Harman. Th. 5-7. \$12.

Descriptive English Grammar—Dr. Susan E. Harman. M. 5-7. \$12.

SPEECH

Fundamentals of Speech—Hester Beall Provensen. Tu. 5-7. \$12.

Effective Speaking—Hester Beall Provensen. Th. 5-7. \$12.

Persuasive and Argumentative Speaking (c)—Dr. C. H. Reynolds. M. 5-7. \$12.

Personal Development—Hester Beall Provensen. W. 5-7. \$12.

WRITING AND EDITING

Creative Writing—DeWitt C. Wing. Th. 5-7. \$12.

FOREIGN LANGUAGES

(Course with fees marked "\$12 or \$18" may be taken for 2 or 3 credits)

- Elementary French** (c)—Dr. H. B. Humphrey. M.-W. 5-6:30. \$12 or \$18.
- Advanced French** (c)—Dr. H. B. Humphrey. Tu.-Th. 5-6:30. \$12 or \$18.
- Conversational French**—Mary Sabarth. W. 5-7. \$12.
- Elementary German** (c)—Dr. C. H. Leineweber. M. 5-8. \$12 or \$18.
- Advanced and Technical German** (c)—Dr. C. H. Leineweber. F. 5-8. \$12 or \$18.
- German Translation** (c)—Ira T. Braunstein. W. 5-6:30. \$9.
- First Semester Spanish**—Dr. Madaline W. Nichols, Olivia Russell, Dr. Manuel de J. Sainz, Edmundo Lassalle, and Raphael de Haro.
 Section I—Tu. 5-8. \$18.
 Section II—Tu. 7-9. \$12.
 Section III—W. 5-7. \$12.
 Section IV—Th. 7-10. \$18.
 Section V—W. 5-7. \$12. (Longfellow Building)
 (Each limited to 30)
- Second Semester Spanish**
 Section I—M. 5-8. \$12 or \$18.
 Section II—Tu. 7-10. \$12 or \$18.
 Section III—M. 5-8. \$18. (Longfellow Building)
- Third Semester Spanish**—Ruberta M. Olds. W. 5-8. \$12 or \$18.
- Fourth Semester Spanish**—Ruberta M. Olds. Tu. 5-8. \$12 or \$18.
- Spanish Conversation and Composition** (c)—Edmundo Lassalle. Th. 5-7. \$12.
- Commercial Spanish** (c)—Dr. Manuel de J. Sainz. W. 5-7. \$12.
- First Semester Portuguese**—Dr. Raul d'Eca. Tu. 7-10. \$18.
- Second Semester Portuguese**—Dr. Raul d'Eca. Tu.-Th. 5-6:30. \$18.
- Elementary Italian** (c)—Dr. Nicholas G. Barbella. Th. 5-8. \$12 or \$18.
- Elementary Russian** (c)—George M. Saharov. W. 5-8. \$12 or \$18.

ENGINEERING AND MECHANICAL ARTS

ENGINEERING

- Naval Architecture** (c)—Charles L. Wright, Jr. Tu. 7-9. \$14.
- Ship Construction** (c)—Charles L. Wright, Jr. Th. 7-9. \$14.
- Fundamental Aerodynamics**—W. E. Koneczny. M. 5-7. \$12.
- Airplane Stress Analysis**—W. E. Koneczny. W. 5-7. \$12.
- Aircraft Engines and Installation**—A. N. Troshkin. F. 5-7. \$12.

GLASS BLOWING

- Glass Blowing** (c)—Leland B. Clark. M.-W. 4:30-6. \$18.

GRAPHIC PRESENTATION

- Architectural Drawing**—G. L. Edick. Tu.-Th. 7-9. \$20.
- Mechanical Drawing**—G. L. Edick. Tu.-Th. 7-9. \$20.

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Freehand Drawing and Sketching—Walter G. Cadmus. M.-W. 5-7. \$15.

Layout and Applied Art—Paul Bissell. Tu. 5-7. \$14.

OFFICE SKILLS

Auditing Procedure (c)—Carey G. Cruikshank. W. 5-7. \$12.

Communications and Records Management—John S. Lucas, William Muller, and James R. Roads. Tu.-F. 5-7. \$12.

ENGLISH FOR LETTERS AND REPORTS

Practical English Usage—Alfred D. Stefferud. W. 5-7. \$12.

Vocabulary Building—Sallie M. Pease. Th. 5-7. \$12.

Government Letter Writing—Florence P. Marks. Tu. 5-7. \$12.

Workshop in Letter and Report Writing—James F. Grady and Barbara H. Rawson. M. 5-7. \$12.

SECRETARIAL PRACTICES

Secretarial Practices—George M. Terry. Tu. 5-7. \$12.

Advanced Secretarial Practices—Alice Coffman. Tu. 5-7 beginning Feb. 10. \$12.

SHORTHAND DEVELOPMENT

Gregg, 70 to 100 Words—Alice Coffman. M.-W. 5:15-6:15. \$12.

Gregg, 100 to 130 Words—Clara E. Richter. M.-W. 5-6. \$12.

Pitman, 70 to 100 Words—Dr. Louise C. Barry. Tu.-Th. 5-6. \$12.

Pitman, 100 to 130 Words—Dr. Louise C. Barry. F. 5-7. \$12.

Reporting, 130 to 150 Words—Clara E. Richter. M.-W. 6-7. \$12.

Advanced Reporting, 150 Words and Up—Clara E. Richter. M.-W. 6-7:30. \$12.

Advanced Shorthand in Spanish—Grace M. Bauer. Tu. 5:30-7:30 beginning Feb. 10. \$12.

EXTENSION EDUCATION

Extension Organization and Program Determination—Meredith C. Wilson and Barnard Joy. Hours to be arranged beginning Feb. 5. \$14.

Extension Thesis—Meredith C. Wilson. \$3.

HOME ECONOMICS

Interior Decoration—Harriet Garrels. W. 5-6. \$6.

Clothing Selection—Vienna Curtiss. W. 5-7. \$12.

SPECIAL COURSES

Man and Soil Through the Ages—Dr. Hellmut de Terra.

Special Library Services—Linda H. Morley. W.-Th. 7:30-9:30 beginning Feb. 18. \$10.

The Classics (St. John's College Program)—Richard Scofield and Raymond Wilburn of St. John's faculty. Tu. 7:30-9:30. \$15.

UTILITY ADMINISTRATION AND REGULATION

(Offered in buildings of Federal Power Commission and Securities and Exchange Commission, 18th and Pennsylvania Avenue)

Public Power—Judson King, Dr. H. W. Blalock, and Dr. C. A. Duval. Tu. 7:30-9:30. \$14.

Water Power Engineering—Kenneth W. Ross. M.-W. 5:30-7. \$21.

Electric Utility Engineering (c)—J. M. Morgan and C. E. Bennett. Tu. 7:30-9:30. \$14.

Electric and Gas Utility Rates—H. Zinder and W. E. Caine. Th. 7:30-9:30. \$14.

Public Utility Finance—Dr. L. T. Fournier and George Otis Spencer. Tu. 7:30-9:30. \$14.

Public Utility Evidence (c)—Lambert McAllister and others. W. 7:30-10. \$21.

Original Cost Accounting for Electric and Gas Utilities (c)—K. L. Smith and R. C. Rainwater. M. 7:30-10. \$21.

Public Utility Accounting: Electric and Gas Utilities—R. F. Gates and C. A. Michel. Th. 7:30-9:30. \$14.

Manufacturing Industries and Their Use of Energy—Dr. Fayette S. Warner and S. H. Thompson. M. 7:30-9:30. \$14.

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